



## MASSACHUSETTS

# Workforce Investment Act

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**WIA Communication No. 02-04**

**Policy**    **Information**

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**To:** Chief Elected Officials  
Workforce Investment Board Chairs  
Workforce Investment Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DET Regional Directors  
DET Area Directors

**cc:** WIA State Partners

**From:** Jonathan Raymond, President  
Commonwealth Corporation

**Date:** February 13, 2002

**Subject:** Airline and Related Industries National Emergency Grant (NEG)  
Eligibility Requirements

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**Purpose:** To communicate state policy regarding eligibility for dislocated workers who lost their jobs due to the tragedies of September 11, 2001 to be served through the Airline and Related Industries NEG grant.

**Background:** The U.S. Department of Labor awarded \$2.4 million to Massachusetts for a WIA Title I National Emergency Grant (NEG) to serve 600 job seekers in airline and other industries that suffered job losses as a result of the events of September 11, 2001. The grant period for this project is November 26, 2001, to November 30, 2003. Operators for this project have been determined based upon the level of potential participant activity as evidenced by unemployment insurance claims and the numbers of job seekers identified by local areas as affected by September 11 and tracked in MOSES. The operators are Employment Resources, Inc. for the Metro North area, EDIC/Office of Jobs and Community Services for Boston, and the city of Salem for the Southern Essex area. Funds will be made available to the remaining 13 local workforce investment areas through a “vouchering process” that will be administered by Employment Resources, Inc.

Airline and Related Industries National Emergency Grant (NEG) Eligibility Requirements

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An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.  
TDD/TTY 1-800-439-2370 - Voice 1-800-439-0183

- Policy:** The following are participant eligibility requirements for the Airlines and Related Industry National Emergency Grant:
- Loss of job must be determined to have been related to the events of September 11, 2001.
  - Loss of job must be from airlines, tenants of airports, or related industries including travel, tourism, hospitality, retail, or any business whereby the events of 9\11\01 resulted in the layoff of the individual seeking services.
  - The methodology to be used for determining and documenting that job loss is related to the events of 9\11\01 is contained in Attachment A and Attachment B of this Communication.
  - Eligibility for training services provided through this grant is to be based upon the job seeker's need for such services due to lack of marketability of their current skills or other significant barrier(s).
  - For project participants determined to be eligible for training, there will be no cap on the amount of funds available for training.
  - Participants must be determined eligible for services through this grant and enrolled consistent with WIA regulations and policies and state policy, including documenting eligibility and recording the need for services in MOSES.
- Action Required:** All project operators and service providers must adhere to the requirements contained herein when determining participant eligibility for services through the Airline and Related Industries NEG.
- Effective:** Immediately.
- Inquiries:** Any questions related to this correspondence should be directed to Linda Rohrer, extension 1341 at (617) 727-8158.
- Filing:** Please file this in your notebook of previously issued WIA Communication Series Issuances as #02-04 .
- Attachments:**
- A. Establishing that Job Loss is Related to 9\11\01
  - B. Participant Eligibility Questionnaire  
(To be used for determination when an individual is **not** from a company listed in the Rapid Response Master List of companies determined to be affected by 9\11\01 **or** is **not** from a type of business that the state has determined to have been impacted by 9\11\01.)

# ATTACHMENT A

## Airline and Related Industries NEG Eligibility

### Establishing that Job Loss is Related to 9\11\01

There are three ways that may be used to establish that an individual's job loss is related to 9\11\01. They are the following:

- 1) Rapid Response Master List of 9\11 related plant closing codes
- 2) State determination that type of business has been affected by 9\11\01
- 3) Individual Information obtained from customer and documented on the Participant Eligibility Questionnaire

#### 1) Rapid Response Master List

The Rapid Response unit in each region has reserved a set of plant closing codes to be used for layoffs/plant closings that Rapid Response has determined to be a result of the events of 9\11\01. The Rapid Response unit will regularly make available the Master List of 9\11 related plant closing codes. If an individual's most recent employer is on the List, and the layoff took place after September 11<sup>th</sup>, this individual can be determined to be eligible for services from the Airline and Related Industries NEG. This should be noted in the participant's file as the basis for NEG eligibility.

#### 2) State Determination

The state has determined that layoffs from the following types of businesses are considered related to September 11<sup>th</sup>. Individuals who were laid off after 9\11\01 from one of the types of businesses listed below can be determined to be eligible for services from the Airline and Related Industries NEG. This should be noted in the participant's file as the basis for NEG eligibility.

- Airlines (including those that service local and regional airports);
- Tenants of airports (including local and regional airports);
- Airport related services (on or off the airport grounds such as fueling companies and airline food service providers);
- Aerospace manufacturers;
- Travel agencies;
- Lodging;
- Restaurants;
- Car rental agencies;
- Limousine and taxi services

#### 3) Individual Information

If an individual has **not** been laid off from a company listed in the Rapid Response Master List of companies determined to be affected by 9\11\01 or has **not** been laid off from a type of business that the state has determined to have been impacted by 9\11\01, information provided by the individual may result in the individual being determined eligible for services from the Airline and Related Industries NEG. For this to occur, Attachment B to this Communication must be completed. Individuals who are seeking eligibility through this method must sign the document (Attachment B) under pains and penalties of perjury attesting that their statements in response to the questions or other information provided to establish eligibility are true to the best of their knowledge. This document must be kept on file by operators and service providers as evidence of eligibility.

# ATTACHMENT B

## Airline and Related Industries NEG Eligibility

### Participant Eligibility Questionnaire

To be used for eligibility determination when an individual:

- Is **not** dislocated from a company listed on the Rapid Response Master List of companies determined by Rapid Response to be affected by 9\11\01
- or
- Is **not** dislocated from a type of business that the state has determined to have been impacted by 9\11\01

Providing us with answers to the questions below will determine your eligibility for special funds that are available to serve workers laid off as a result of the tragic events of September 11, 2001.

#### Did you lose your job related to the events of September 11, 2001?

YES \_\_\_\_\_

NO \_\_\_\_\_

#### Who was your employer? What was your job?

#### How was your job related to the event of September 11, 2001?

I hereby certify and attest, under penalty of perjury, that the information stated above is true and accurate, and understand that the above information, if misrepresented or incomplete, may be grounds for termination from the program. I acknowledge that the accuracy of the information for eligibility is subject to external verification and may be released for such purposes.

Applicant signature \_\_\_\_\_ Date: \_\_\_\_\_

#### Office Use Only

The above applicant statement is being utilized for determination for assistance through the Airline NEG. The explanation has been reviewed and it has been determined that the applicant's dislocation situation makes him/her eligible and appropriate for services through the Airline NEG.

Career Center

\_\_\_\_\_  
Signature of Career Center Intake Worker \_\_\_\_\_

Date \_\_\_\_\_